



DEPARTMENT

City Comptroller

Planning

Law

New

Renewal

Community Development

Amendment #3 Contract 20171519

DATE FORWARDED TO NEXT DEPT.

Date

10/31/19

Initials

KB

City of Springfield Contract Tracer Document

The purpose of this document is to provide continuous responsibility for the custody of **CONTRACTS** during the processing period.

DATE RECEIVED

Initials

SP

INSTRUCTIONS: Upon receipt, please initial and write in the date of receipt. When your department has approved and signed the contract, please initial and date in the forwarding section and deliver to the next department.

Date

10/30/19

CAFO	umm	11.5,19	mm	11,10,19
Mayor	CAS	11/10/19	US.	11/10/19
City Comptroller		171011	LKL	11.12.19
Community Development				
				2020-0
Vendor No.: 14731 C		0170519 Cont	ract Date: 02/02/2	017
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The second secon	sue Date: 10/8/	/19 Renewal Da	te:	
Appropriation Code1: 20	6451017 52010	5 64516		
Appropriation Code1: 20 Appropriation Code2:	3431817-33010	03-04310		
Appropriation Code3:				
Appropriation Code4:				
rippropriation code i.				
Description of Funding	Source: CDBG	-NDR		
Bid No.: Requisition No.: 20001900 PO No.:				
Vendor Name: Tech Foundry				
Contract Type: AMENDMENT #3				
Contract Purpose: Scope of services, name change, budget change, as well as extending the				
contract expiration to 12/31/2020				
Originating Dept.: Office of Disaster Recovery & Compliance				
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Expiration Date: 12/31/2	2020 Amendm	nent Date:	Extension Date	:
TYPE OF DOCUMENT (Ple	ease select at least	one): L		

Amendment #5

Extension



Bill To COMMUNITY DEVELOPMENT 1600 EAST COLUMBUS AVE

SPRINGFIELD, MA 01103

Requisition 20006900-00 FY 2020

Acct No: 26451817-530105-64516

Review: Buyer:

lpl Status: Released

Page 1

Vendor

TECH FOUNDRY 1391 MAIN STREET - 9TH FLOOR

SPRINGFIELD, MA 01103 Tel#413-276-0609

Ship To DISASTER RECOVERY 1600 EAST COLUMBUS AVENUE 2ND FLOOR

SPRINGFIELD, MA 01103 TQUAGLIATO@SPRINGFIELDCITYHALL.COM

Delivery Reference TINA QUAGLIATO SULLIVAN

Date Ordered		Date Required	Ship Via	Terms	 Department	
10/30/19	014731			COMMUNITY DEVELOPMENT		
LN Descrip	tion / Accou	ınt		Qty	Unit Price	Net Price
General	Notes					
001 CDBG-NDI	NT #3 C#2017 R AMENDMENT E/REVISED IT	#3/C#201	70519	1.00 EACH	100000.00000	100000.00
1 264518	17-530105-64	1516		10	0000.00	
SPRINGF	ST COLUMBUS IELD, MA 011 y Reference	AVE				

Requisition Link

Requisition Total

100000.00

**** General Ledger Summary Section **** Amount 100000.00 Remaining Budget Account 26451817-530105-64516 CDBG-NDR-BUSINESS&JOB OPPORTUN PROFESSIONAL SERVICES

**** Approval/Conversion Info **** Date 10/31/19 10/31/19 10/31/19 Activity Approved Clerk Amanda Pham Cathy Buono Tim Brown Approved Queued

Comment Auto approved by: cak



FY 2020

Bill To COMMUNITY DEVELOPMENT 1600 EAST COLUMBUS AVE

Acct No: 26451817-530105-64516

SPRINGFIELD, MA 01103

|Review: |Buyer: lpl |Status: Released Page 2

Requisition 20006900-00

Vendor

TECH FOUNDRY 1391 MAIN STREET - 9TH FLOOR

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SPRINGFIELD, MA 01103 Tel#413-276-0609

Delivery Reference TINA QUAGLIATO SULLIVAN

Date Ordered	Vendor Number	Date Required	Ship Via	 Terms	 Departmen	nt	
10/30/19	014731		1		COMMUNITY	DEVELOPMENT	
LN Descript:	ion / Acc	ount		Qt	y Unit	Price Net	Price
Queued	10/31/	19 Erin :		_	_		
Queued	10/31/	19 Kaiya	Hill-Tho	mas			
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AMENDMENT #3 TO CITY CONTRACT #20170519

SUB-RECIPIENT PARTNERSHIP AGREEMENT WITH TECH FOUNDRY, INC. FOR INFORMATION TECHNOLOGY JOB TRAINING PROGRAM

WHEREAS, on or about February 2, 2017, the City of Springfield, Massachusetts, acting by and through its Office of Community Development and Disaster Recovery & Compliance, with the approval of its Mayor (hereinafter referred to as the "City"), entered into an Agreement referred to as City Contract No. 20170519 ("Agreement") with Tech Foundry, Inc., a Massachusetts nonprofit corporation with an address of 1391 Main Street, 2nd Floor, Springfield, Massachusetts (hereinafter referred to as the "Subrecipient"), to offer an Information Technology Job Training Program ("Program"); and

WHEREAS, the City and the Sub-recipient have agreed to revise and increase the Program budget, extend the term of the Agreement, and supplement the Scope of Services, as described in this Amendment #3;

NOW, THEREFORE, the parties hereto agree to further amend the Agreement as follows:

- 1) <u>Article I, Section (D)(1), Time of Performance</u>, is further amended by extending the completion date of the Agreement from <u>December 31, 2018</u> to <u>December 31, 2020</u>.
- 2) Article I, Section (D)(2) Budget, shall be amended as follows:
 - a. For the period from February 2, 2017 through December 31, 2018 the Program Budget shall be as set forth in Appendix B1, which is attached hereto and incorporated by reference. Appendix B1 makes changes to certain budget line items, but does not change the total budget amount for this period which remains at \$300,000.
 - b. For the period from October 1, 2019 to December 31, 2020, the budget for the revised Program as described in this Amendment #3 shall be as set forth in Appendix B2, which is attached hereto and incorporated by reference. Appendix B2 increases the original budget from \$300,000 to an amount not to exceed \$400,000. The increase of \$100,000 is for the revised Program described below, with specific line items and dollar amounts shown in Appendix B2. This increase has been approved by HUD.
 - c. The parties recognize that the budgets set forth in <u>Appendix B1</u> and <u>Appendix B2</u> do not cover the period between January 1, 2019 and September 30, 2019, because the Sub-recipient is not conducting programs under this Agreement during that period.

3) Article I, Scope of Services, Section A - Activities, and Appendix B - Scope of Services, are amended by adding the following new language to the description of the IT Job Training Program, for the period from October 1, 2019 through December 31, 2020, to add training for twenty three (23) additional eligible students, as follows:

"REVISED I.T. JOB TRAINING PROGRAM - OCTOBER, 2019 THROUGH DECEMBER, 2020"

The IT Job Training Program will train and benefit twenty three (23) Low-Mod Income residents within the Urban Watershed District. Tech Foundry will be responsible for screening and reporting on program participants to ensure they meet eligibility criteria. Tech Foundry will ensure that each student fills out a Section 3 Certification and that certification will be submitted to the City when each student is initially included in the applicable quarterly report.

- a) Tech Foundry will conduct all outreach and recruitment to eligible residents. This will also include performing student assessment. Tech Foundry will coordinate with Springfield Technical Community College and other partners, as necessary, for recruitment of students and will be responsible for meeting recruitment and training goals set forth in this agreement.
- b) Tech Foundry will provide will provide four (4) sessions that are fourteen (14) weeks in length. Training will include ten (10) weeks in the classroom and a four (4) week internship with an area employer.
- c) Training will include soft skill development, resume writing instruction, interview skills and practical IT skills that will include badges in the following: Introduction to Windows Support, Networking Fundamentals, Hardware Troubleshooting, and Intro to Windows Server.
- d) Tech Foundry will provide all staffing necessary to conduct all trainings. All trainers will be well qualified and appropriately certified in their respective fields.
- e) Tech Foundry will be responsible for all coordination with Leadership Pioneer Valley (LPV) for soft skills training.
- f) Tech Foundry will be responsible for identifying and placing students in internship opportunities.
- g) Tech Foundry will provide case management and employment placement services to all participating students. Tech Foundry will report on all students' employment status following training in quarterly reports that will be submitted to the City of Springfield.

- h) Tech Foundry will be responsible for reporting all recruitment, training and job outcomes within the quarterly reports.
- i) Tech Foundry will be responsible for training a minimum of 23 additional students through the continuation of this program."
- 4) All other terms and conditions of the Agreement, not amended herein, shall remain the same.

IN WITNESS WHEREOF, the Sub-recipient and the City have executed this Amendment #3 as of the date the same is signed by all parties listed below.

SUBRECIPIENT, Tech Foundry, Inc.,	CITY OF SPRINGFIELD:
By: <u>Nexture</u> hule Name: <u>Natalie</u> Miknaitis Its: <u>Director Operations</u> Date: <u>1013119</u>	By: Timothy Sheehan Chief Development Officer Date Signed: Tina Quagliato Sullivan Office of Disaster Recovery Date Signed: 10/3/19
APPROVED AS TO APPROPRIATION: City Comptroller Date Signed: // -/-/9	City Solicitor Law Department Date Signed:
Reviewed: 33 Hackel deputy Chief Administrative and Financial Officer Date Signed: 11/6/19	APPROVED: Domenic J. Sarno Mayor Doto Signed:

Appendix B1

Tech Foundry	Current Budget	Amended Budget
Total Salaries	167,600.00	149,954.75
TF Fringe	46,900.00	29,903.10
Rent	35,000.00	69,619.87
Parking and Transportation	3,500.00	3,500.00
Professional Costs	2,500.00	2,500.00
Utilities	7,280.00	7,280.00
Phone	1,800.00	1,800.00
Travel & Entertainment	177.00	177.00
Marketing & Outreach	8,600.00	8,600.00
Supplies	2,511.90	2,510.64
Food For Students	3,000.00	3,023.54
Furniture & Fixtures	600.00	600.00
Equipment & Tools	20,006.10	20,006.10
Events	525.00	525.00
Total Budget:	300,000.00	300,000.00

APPEDDIX B2

BUDGET & SCHEDULE

October 2019-December 2020

Revenues	То	tal
City of Springfield/CDBG	\$	100,000
Total Revenue	\$	100,000
Total Revenue	Ψ.	100,000
<u>Expenses</u>		
Staff		
Total Salary	\$	70,000
Fringe (14%)	\$	9,800
Total Salary & Fringe	\$	79,800
One and Ossets and		
General Overhead:		45 555
Rent & Utilities	\$	15,225
Phone & Internet	\$ \$	1,795
Marketing & Outreach		600
Program & Office Supplies	\$	1,150
Food for Students	\$	1,030
Events	\$	400
Total Operating Expenses	\$	20,200
Sub-Total	\$	100,000
Indirect Costs (10%)	\$	-
Total Expenses	\$	100,000

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20170519 14731	CONTRACT # VENDOR NAME
OUNDRY	
11/12/19	ENTRY DT JOURNAL

Enforcement Method: Not to Exceed

	2020	YEAR
TOTAL		
99,511.73	2020 99,511.73	AMOUNT

** END OF REPORT - Generated by Leslie Labonte **

cmentpst0724

cmentpst		11/12/2019 10:26
	CONTRACT CHANGE ORDER REPORT	CITY OF SPRINGFIELD

20170519 14731	CONTRACT # VENDOR
20170519 14731 TECH FOUNDRY 11/12/19	NAME
11/12/19	ENTRY DT JOURNAL

Enforcement Method: Not to Exceed

	2020	YEAR
7	2020 488.27	
TOTAL		
488.27	488.27	AMOUNT

** END OF REPORT - Generated by Leslie Labonte **